

**TITLE I BUDGET MONITORING FORM  
ELEMENTARY AND SECONDARY EDUCATION ACT  
Public Law 107-110**

**District** \_\_\_\_\_

**Date of Review** \_\_\_\_\_

**Reviewer(s)** \_\_\_\_\_ **School Year** \_\_\_\_\_

**(Check): Budget** \_\_\_\_\_

**1. Total Budget plus Carryover:**

Monitoring Requirements	Evidence of Compliance	Compliant
<p>1. Total amount from District budget report agrees to total allocation and carryover from Title I on-line application.</p> <p>Title I Regular: _____ District Budget _____</p> <p>Notes: _____            _____            _____            _____            _____</p>	<p><input type="checkbox"/> Official Title I Allocation and carryover (Page 1, Page 2C)</p> <p><input type="checkbox"/> Budget &amp; Expenditure Reports from District's accounting software (District Level):</p> <ul style="list-style-type: none"> <li>• Budget Report by Account</li> </ul>	<p style="text-align: center;"><input type="checkbox"/></p>

## 2. LEA Administration:

Monitoring Requirements	Evidence of Compliance	Compliant
<p>1. The district has set-aside an amount for LEA administration(if applicable).</p> <ul style="list-style-type: none"> <li>• Total Budget for district set-aside matches amount in approved Title I plan for district set-aside.</li> <li>• Title I funds budgeted for Salaries (by FTE) and benefits (as reported on accounting software report) reflects FTE, salary, and benefits as described in approved Title I plan.</li> <li>• Title I funds budgeted for activities, goods, services, contracts, supplies, materials, etc. (as reported on accounting software report) reflects activities, goods, services, contracts, supplies, materials, etc. as described in approved Title I plan.</li> </ul> <p>Notes: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p><input type="checkbox"/> Title I plan for District Set-Aside</p> <p><input type="checkbox"/> Budget &amp; Expenditure Reports from district's accounting software (District Level)</p> <ul style="list-style-type: none"> <li>○ Budget Report by Account Number</li> <li>○ Employee by Account Number</li> <li>○ Detail Account Inquiry by Account Number</li> </ul>	<p><input type="checkbox"/></p> <p><input type="checkbox"/> N/A</p>

## 1. Parental involvement:

Monitoring Requirements	Evidence of Compliance	Compliant
<p>1. District has set-aside the required 1% for parental involvement, if the District's allocation is \$500,000 or above.</p> <p>Notes _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p><input type="checkbox"/> Title I plan for District Set-Aside</p> <p><input type="checkbox"/> Budget &amp; Expenditure Reports from district's accounting software (District Level)</p> <ul style="list-style-type: none"> <li>○ Budget Report by Account Number</li> <li>○ Employee by Account Number</li> <li>○ Detail Account Inquiry by Account Number</li> </ul>	<p><input type="checkbox"/></p> <p><input type="checkbox"/> N/A</p>

Monitoring Requirements	Evidence of Compliance	Compliant
<p>2 District provides evidence that 95% of the required 1% set-aside for parental involvement has been distributed to the schools</p> <p>Notes _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p><input type="checkbox"/> Title I plan for District Set-Aside</p> <p><input type="checkbox"/> Budget &amp; Expenditure Reports from district's accounting software (District Level)</p> <ul style="list-style-type: none"> <li>○ Budget Report by Account Number</li> <li>○ Employee by Account Number</li> <li>○ Detail Account Inquiry by Account Number</li> </ul>	<p><input type="checkbox"/></p> <p><input type="checkbox"/> N/A</p>

## 2. Homeless:

Monitoring Requirements	Evidence of Compliance	Compliant
<p>1. District has set-aside a required amount for homeless.</p> <p>Notes_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p><input type="checkbox"/> Title I plan for District Set-Aside</p> <p><input type="checkbox"/> Budget &amp; Expenditure Reports from district's accounting software (District Level)</p> <ul style="list-style-type: none"> <li>○ Budget Report by Account Number</li> <li>○ Employee by Account Number</li> <li>○ Detail Account Inquiry by Account Number</li> </ul>	<p><input type="checkbox"/></p>

### 3. Neglected and Delinquent (If Applicable):

Monitoring Instrument	Evidence of Compliance	Compliant
<p>1. District set-aside additional funds for Neglected and Delinquent students.</p> <p>2. What are funds used for?</p> <p>Notes _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p><input type="checkbox"/> Title I plan for District Set-Aside</p> <p><input type="checkbox"/> Budget &amp; Expenditure Reports from district's accounting software (District Level)</p> <ul style="list-style-type: none"> <li>○ Budget Report by Account Number</li> <li>○ Employee by Account Number</li> <li>○ Detail Account Inquiry by Account Number</li> </ul>	<p><input type="checkbox"/></p> <p><input type="checkbox"/> N/A</p>

#### 4. Priority and/or Focus Schools:

Monitoring Instrument	Evidence of Compliance	Compliant
<p>1. Evidence that the district has set-aside the required amount “equal to” 20% of the current year district allocation for transportation for School Choice and/or Supplemental Educational Services (5% minimum for each) if the district has schools identified as Priority schools, 10% of the current year district allocation for transportation for School Choice and/or Supplemental Educational Services if the district has schools identified as Focus schools.</p> <p>Notes _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p><input type="checkbox"/> Title I plan for District Set-Aside</p> <p><input type="checkbox"/> Budget &amp; Expenditure Reports from district’s accounting software (District Level)</p> <ul style="list-style-type: none"> <li>○ Budget Report by Account Number</li> <li>○ Employee by Account Number</li> <li>○ Detail Account Inquiry by Account Number</li> </ul> <p>Not Applicable</p> <p><input type="checkbox"/> One school per grade span</p> <p><input type="checkbox"/> All schools identified in improvement are in the same grade span.</p> <p><input type="checkbox"/> District has no schools identified as priority or focus schools.</p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/> N/A</p>

## Title I Served Schools:

Monitoring Instrument	Evidence of Compliance	Compliant
<p>1. School Title I budget reports agree with approved Title I application for schools served and total allocation by school.</p> <p>Notes _____</p> <p>_____</p> <p>_____</p>	<p><input type="checkbox"/> Title I plan</p> <p><input type="checkbox"/> Budget &amp; Expenditure Reports from district's accounting software (School Level)</p> <ul style="list-style-type: none"> <li>○ Budget Report by Account Number</li> <li>○ Employee by Account Number</li> <li>○ Detail Account Inquiry by Account Number</li> </ul>	<p><input type="checkbox"/></p>
<p>2. Title I funds budgeted for Salaries (by FTE) and benefits (as reported on accounting software report) reflects FTE, salary, and benefits as described in approved Title I plan.</p>	<p><input type="checkbox"/> Title I plan</p> <p><input type="checkbox"/> Budget &amp; Expenditure Reports from district's accounting software (School Level)</p> <ul style="list-style-type: none"> <li>○ Budget Report by Account Number</li> <li>○ Employee by Account Number</li> <li>○ Detail Account Inquiry by Account Number</li> <li>○</li> </ul>	
<p>3. Title I funds budgeted for activities, goods, services, contracts, supplies, materials, etc. (as reported on accounting software report) reflects activities, goods, services, contracts, supplies, materials, etc. as described in approved Title I plan.</p>	<p><input type="checkbox"/> Title I plan</p> <p><input type="checkbox"/> Budget &amp; Expenditure Reports from district's accounting software (School Level)</p> <ul style="list-style-type: none"> <li>○ Budget Report by Account Number</li> <li>○ Employee by Account Number</li> <li>○ Detail Account Inquiry by Account Number</li> </ul>	

Other District Set-asides (List):

Monitoring Instrument	Evidence of Compliance	Compliant
<div>1. District has evidence that supports allocating funds for set-aside activities that are apart from those set-asides required in federal Title I guidance.</div> <div><div><div></div></div><div><div></div></div><div><div></div></div></div> <div>Notes</div> <div><div></div><div></div><div></div><div></div><div></div></div>	<div><div><div></div>Title I plan for district set-asides</div><div><div></div>Budget &amp; Expenditure Reports from district’s accounting software (LEA Level)<div><div></div>Budget Report by Account Number<div></div>Employee by Account Number<div></div>Detail Account Inquiry by Account Number</div></div></div>	<div><div></div></div> <div><div></div>N/A</div>